



To: All NAP Applicants
From: IHFA Community Development Department
Date: April 4, 2005
Re: NAP Threshold Requirements and Scoring

Notice: FSP-05-11

The Neighborhood Assistance Program (NAP) has specific threshold criteria. These items include:

- Copy of 501(c)3 designation for IRS
- Copy of tax registration certificate (State Form IT-35E or NFP-1)
- Business Entity Report from the Indiana Secretary of State (State Form 48725)
- Religious Agreement with original signature
- Articles of Incorporation
- Signed Terms and Conditions

In the past, if any of these items were missing or completed incorrectly, the application would fail threshold.

Moving forward, the Indiana Housing Finance Authority (IHFA) would like to provide applicants with an opportunity to correct these threshold items. When problems with threshold criteria are noted, the applicant will be provided with a letter outlining the deficiencies and given a due date for corrections. For each deficiency indicated, one point will be reduced from the applicant's score. If the applicant does not respond with the requested documentation, the application will then fail threshold.

If you have questions related to this please contact Shazia Davis, Allocation Analyst, at sdavis@ihfa.state.in.us or (800) 872-0371.